



DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO

LIQUOR LICENSE PLAN OF OPERATION

Licensee: Oxford Hotels & Resorts, LLC

Premises: 127 W. Huron Street, Floors 1-16
Chicago, IL 60654

Licenses: COP-IA Liquor (3), Public Place of Amusement,
Retail Food, Outdoor Patio & RBL (Hotel)

Account Number: 376257

Site: 1

Pursuant to Sections 4-60-040 (h) and 4-156-311 (d)3(A), of the City of Chicago Municipal Code, the City of Chicago Department of Business Affairs and Consumer Protection ("BACP") and the above-named Licensee have agreed to the operation of the Premises, under the following conditions:

1. **Monitor Exterior of Premises.** Licensee shall regularly monitor the exterior area around the Premises during business hours and address, abate noise, loitering and littering complaints about Licensee's patrons or employees and manage any outside lines or activity directly adjacent to the exterior of the Premises.
2. **Littering.** Licensee shall take steps to prevent the accumulation of litter in the vicinity of the Premises, by designating full-time employees to be responsible for outside cleaning duties, during and after business hours each night, including picking up any trash located in front of, and adjacent to the Premises.
3. **Waste Containers.** Licensee shall maintain sufficient trash containers to accommodate any additional waste generated in the unlikely event that extra waste is generated and ensure that all trash containers shall be locked and secured at all times.
4. **Waste Removal.** Licensee shall have trash pick-up occur at least once per day of operations, and more frequently should the need arise.
5. **Cooperation With BACP.** Licensee agrees that in the event BACP receives a



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CITY OF CHICAGO

complaint regarding the Premises, Licensee shall cooperate fully with any investigation, including, but not limited to, submitting any records requested by BACP. Licensee shall produce any records requested by BACP within ten (10) days of such request.

6. **Criminal Activity.** Licensee shall take steps to prevent fighting, disturbances of the peace, public intoxication, unruly behavior, or any other criminal activity by the presence of adequate exterior lighting, and the presence of employees to deter patrons from participating in these types of activities. Employees may be strategically placed at the common exits, and restrooms within the establishment to survey the premises and prevent problems. If any incident giving rise to criminal activity occurs inside the Premises, the incident shall be documented in a logbook and the Chicago Police Department ("CPD") shall be contacted.
7. **Public Nuisances.** Licensee shall timely and reasonably address any public nuisance issues which adversely impact the health, safety, and welfare of the community.
8. **Noise & Sound.** Licensee shall comply with, and advise all supervisory personnel of, all applicable provisions of the Chicago Noise and Vibration Control Ordinance, Chapter 8-32 of the City of Chicago Municipal Code.
9. **Notifying & Cooperating with CPD.** Licensee shall notify CPD of any illegal activity viewed in and around the Premises and shall cooperate with CPD in connection with any investigations related to such illegal activity, including signing complaints and appearing in court and providing hotel video surveillance. Licensee has designated Todd Van Winkle as the primary point of contact for communications with CPD: todd.vanwinkle@ohrllc.com or (630) 415-7945.
10. **Video Surveillance System.** Licensee shall regularly monitor video surveillance system to ensure security at the Premises.
11. **Security.** Licensee agrees to retain the services of a licensed and bonded security company to provide security in the Premises, as follows: (i) at least one security guard seven days a week from 11:00 p.m. to 7:00 a.m. and (ii) an additional security



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guard or off duty police officer on Fridays and Saturdays from 7:00 p.m. to 3:00 a.m. Security staff should wear attire with the word "Security" prominently displayed. Security staff shall regularly monitor and patrol the interior and exterior of the Premises, including the 3rd floor parking garage, restrict access to hotel rooms to registered hotel guests only and carry out such other responsibilities reasonably necessary to ensure the safety and well-being of hotel guests, visitors, and staff. Licensee shall provide security guards or off duty police officers access to the hotel video surveillance system in order for security guards and off duty police officers to carry out such duties.

12. **Special Events & Holidays.** For special events and holidays such as New Year's Eve or St. Patrick's Day, Licensee shall increase security staffing on an as needed basis when Licensee expects an increase in occupancy of the Premises by patrons or hotel guests.
13. **Parking Garage Access.** Licensee shall at all times monitor the 3rd floor entrance from the parking garage into the Premises and restrict access from the parking garage to the Premises to registered hotel guests only.
14. **Valet Parking.** Licensee shall comply with all applicable rules and regulations and the Chicago Municipal Code valet parking requirements.
15. **Hotel Guest Rooms.** Licensee shall take reasonable measures to (i) limit elevator access and entry to hotel rooms to registered hotel guests only (ii) prohibit hotel guests from hosting parties in guest rooms and (iii) prevent the number of guests in any hotel room from exceeding legal occupancy limits.
16. **Emergency Exits.** All emergency exits shall be alarmed to prevent unauthorized access or propping open of emergency exit doors.
17. **Alcohol Server Training.** All bar and wait staff will be BASSET or TIPS certified and shall be trained with respect to the detection of fraudulent identification. All bartenders and wait staff will be trained to identify intoxicated patrons and will take pro-active steps to prevent the intoxication of patrons.



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CITY OF CHICAGO

18. **Meetings with Community, Police and Alderman.** Licensee shall regularly attend CAPS Beat meetings and CAPS hospitality meetings and agrees to set up and/or attend meetings with the Ward Alderman, CPD police commander, and community residents or groups to discuss any concerns regarding the operations of the Premises.
19. **Non-Smoking Laws.** Licensee shall enforce all applicable City and State non-smoking laws as they relate to both the interior and the exterior of the Premises.

The License issued pursuant to this Plan of Operation is legally binding and may be enforced by the City of Chicago enforcement authorities under Section 4-60-040 (h) of the City of Chicago Municipal Code. All other conditions of the License are governed by the City of Chicago Municipal Code. Violation of the above-stated conditions may result in the imposition of a fine and/or suspension or revocation of all licenses issued to the Licensee. Violation of the above-stated conditions may also result in the issuance of Cease-and-Desist Orders prohibiting the activity giving rise to the violations.

This Plan of Operation shall apply to the Premises and Licensee and to all officers, managers, partners, and direct or indirect owners of Licensee. The sale of the business to other persons purchasing the membership units of Licensee does not void this Plan of Operation. All potential new owners of the Licensee shall be subject to the same conditions set forth in this Plan of Operation.

It shall be the duty of the Licensee and every person conducting, engaging in, maintaining, operating, carrying on or managing the Premises to post this Plan of Operation next to the License in a conspicuous place in the Premises.

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Chicago, IL 60654**

John Rutledge
LLC Manager



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S. K. Trotter

Shannon K. Trotter
City of Chicago Local Liquor Control Commissioner

4/16/2021

Date